

**MICHIGAN DEPARTMENT OF EDUCATION  
PUPIL TRANSPORTATION ADVISORY COMMITTEE (PTAC)**

Thursday, February 5, 2015  
State Board Room (4<sup>th</sup> Floor), John A. Hannah Building

<b>PUPIL TRANSPORTATION ADVISORY SUBCOMMITTEE MEETING 9:00 – 10:15 a.m. – Hannah Building – State Board Room</b>
--

The subcommittee meets prior to the regular meeting to review and discuss agenda items in preparation for the regular meeting. PTAC representatives are welcome to attend. Topics covered include:

- a) Curriculum and Training
- b) Management and Best Practices
- c) State and National Issues

<b>PUPIL TRANSPORTATION ADVISORY COMMITTEE REGULAR MEETING 10:30 a.m. - 12:00 noon – Hannah Building – State Board Room</b>
---

**I. CALL TO ORDER**

The meeting was called to order at 10:30 a.m. by Louis Burgess.

**II. ROLL CALL AND RECOGNITION OF GUESTS**

All members and guests were asked to sign in. Guests included: Tom Bryant, Manager, Driving Testing Section, Michigan Department of State (MDOS); Randy Coplin, Michigan State Police (MSP); Howard (Mac) Dashney, Transportation Consultant; Duane Kooyers, Instructor at Iosco RESA; and Judy Nowicki, Case Manager for Sparrow Occupational Health Services.

**Michigan Department of:**

Education:

- ☐ Marla Moss - Director
- ☒ Louis Burgess
- ☒ Ken Micklash

Transportation

- ☐ Lisa Lubahn (Primary)
- ☐ Andrea Brush (Alternate)

State

- ☒ Carol Reagan (Primary)
- ☐ John Harris (Alternate)

**Michigan Association for:**

Pupil Transportation

- ☒ Rhonda Lyons-Manning (Primary)

**Michigan Association of:**

School Business Officials

- ☒ Jill Segal (Primary)
- ☐ Scott Little (Alternate)

School Administrators

- ☐ Steve Matthews (Primary)

- ☐ Joseph Candela (Alternate)
- School Boards
  - ☐ Don Wotruba (Primary)
- Public School Academies
  - ☐ Dan Quisenberry (Primary)
- Intermediate School Administrators
  - ☒ Kim Hooper (Primary)
  - ☐ Jaki Smith (Alternate)
- Non-Public Schools
  - ☐ Brian Broderick (Primary)
  - Michigan Education Association**
    - ☐ Arthur Przbylowicz (Primary)
    - ☐ Joe Nazem (Alternate)
  - Michigan Parent Teacher Association**
    - ☐ Sandra York (Primary)
    - ☐ Ruthann Jaquette (Alternate)
  - Michigan State Police**
    - ☐ Sgt. Mike McLaughlin (Primary)
    - ☐ Sgt. Jill Bennett (Alternate)
  - Middle Cities Education Association**
    - ☐ Fred Clarke (Primary)
  - Office of Great Start/Head Start Collaboration Office**
    - ☐ Kaitlin Ferrick (Primary)
  - Representing:**
- Northern Michigan Directors
  - ☒ William Coaster (Primary)
- Rural Directors
  - ☒ Kevin Doty (Primary)
- Urban Directors
  - ☐ James Minnick (Primary)
  - ☐ Mark Schrupp (Alternate)
  - ☒ Carl Ingram (Primary)
- Suburban Directors
  - ☐ Karen Henning (Primary)
  - ☒ Jamie Stottlemeyer (Alternate)
- Special Education Transportation Directors
  - ☒ Darryl Dettloff (Primary)
- School Bus Drivers (1)
  - ☐ Frank Brown (Primary)
- School Bus Drivers (2)
  - ☐ Sue Britt (Primary)
- Private Contractors
  - ☐ Kellie Dean (Primary)
  - ☒ Fred Doelker (Alternate)
  - ☐ Brian Thrasher (Alternate)
  - Training Agency Association of Michigan**
    - ☒ Lori Richardson (Primary)
    - ☐ John Savage (Alternate)

**Other**

- ☒ Tom Bryant, Michigan Department of State
- ☒ Inspector Randy Coplin, Michigan State Police
- ☒ Howard (Mac) Dashney
- ☒ Duane Kooyers, Iosco RESA
- ☒ Judy Nowicki, Sparrow Occupational Health Services.

**III. APPROVAL OF October 2, 2014, MEETING MINUTES**

Kim Hooper moved and Fred Doelker seconded to approve the minutes as distributed. The motion passed.

**IV. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA**

Fred Doelker moved and Lori Richardson seconded to approve the agenda as presented. The motion passed.

**V. OPENING COMMENTS/ANNOUNCEMENTS/PRESENTATIONS**

**A. Michigan Department of Education (MDE) Initiated**

1. Judy Nowicki, Case Manager for Sparrow Occupational Health Services, will present general information related to the topic of sleep apnea.

Ms. Nowicki reviewed many issues related to its diagnosis and evaluation. She noted that there is variability in terms of how this is diagnosed at clinics across the state. Enforcement of standards is up to individual clinics. Their approach is to diagnose, evaluate, and treat, while maintaining compliance. Nationally, there is evidence that there are increased crashes due to sleep apnea.

2. Inspector Randy Coplin, MSP, will provide a school bus inspection status update.

Inspector Coplin reported that the automated school bus inspection program is going well. There have been no negative comments and the school bus inspection team was presented with a Governor's Coin for Good Government. 5,700 buses have been inspected as of this report. Some staff school bus inspector vacancies exist in the Upper Peninsula and are currently being filled.

3. Sgt. Joe Austin, MSP, will present information related to the Medical Waiver Board and diabetic school bus drivers.

Sgt. Austin was unable to attend the meeting. Inspector Coplin provided an update related to the Medical Waiver Board. There is a difference in the State and Federal rules. Michigan allows insulin dependent school bus drivers to drive using a blue card, rather than the white U. S. Department of Transportation card. The federal regulations do not allow for this, and it is this state

variance that causes some confusion with various clinics throughout the state.

4. Tom Bryant, Manager of the Driving Testing Section for the Michigan Department of State, will be presenting information associated with 3<sup>rd</sup> Party Commercial Driver's License (CDL) testing.

Tom Bryant reported MDOS is responsible for auto, motorcycle, and CDL testing. Michigan adopted the Federal testing regulations in October 2013, which created some restrictions. Wayne and Oakland PTAC representatives reported that there is a delay in testing for new CDL drivers which negatively impacts the school's ability to get certified school bus drivers on the road. They reported that there is a need for additional CDL testers. Mr. Bryant indicated MDOS will be working on this issue to make improvements.

## **VI. PRELIMINARY RECOMMENDATIONS/ITEMS PRESENTED TO PTAC**

### **A. Curriculum and Training (Coaster/Richardson/Micklash)**

1. Supervisor Continuing Education – Update

Bill Coaster reported new supervisor training units are being developed. A team of representatives from MDE, MDOS, MSP, and Michigan Department of Transportation will be identified to provide this curriculum update.

2. Beginning School Bus Driver Safety Education Curriculum – Unit VI Update

Lori Richardson indicated that Unit VI has been updated to comply with new laws. The document with revisions was approved. Click [here](#) to view the document posted on the MDE website.

3. Continuing Education School Bus Driver Safety Education Curriculum – Update

No issues were reported.

### **B. State and National Issues (Micklash/Hooper)**

1. National Congress on School Transportation – Update

The Michigan delegates to the National Congress on School Transportation will meet following the regularly scheduled PTAC meeting.

2. Review HB 4020, introduced January 15, 2015

Ken Micklash provided details for proposed legislation HB 4020, which if passed, would require school buses purchased after the effective date of the amendatory act to be equipped with one safety belt for each pupil transported by a school bus.

**VII. FINAL RECOMMENDATIONS FOR PTAC TO CONSIDER**

- A. Curriculum and Training – No items
- B. Management and Best Practices – No items
- C. State and National Issues
  - 1. Rule Revision – Use of School Bus for Transportation of Senior Citizens (Recommend rescinding rules which are now covered in statute.) Click [here](#) to view the rules.

Ken Micklash met with committees representing Michigan Association for Pupil Transportation, PTAC, and Training Agency Association of Michigan regarding the rules related to "Use of School Bus for Transportation of Senior Citizens." All of the groups indicated that these rules are covered in statute and recommended they be rescinded.

**VIII. ASSIGNMENTS FOR SUBCOMMITTEE WORK**

- A. MDE Initiated
  - 1. To Curriculum and Training – No items
  - 2. To Management and Best Practices – No items
  - 3. To State and National Issues – No items
- B. PTAC Initiated
  - 1. To Curriculum and Training – No items
  - 2. To Management and Best Practices – No items
  - 3. To State and National Issues – No items

**IX. OTHER ISSUES**

- A. Next meeting date is Thursday, June 4, 2015

**X. ADJOURNMENT**

Lori Richardson moved and Kim Hooper seconded to adjourn. The motion passed.

The meeting was adjourned at 12:00 p.m. by Louis Burgess.